DRMO GenComm
Login Request Form
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1a. Name of department/agency/organization

1b. Requesting user name

1c. Last 6 digits of user's SSN	1d. Work phone number	1e. E-mail address

1f. Fax number (if available)

2. Identify system resources/application being requested.

DRMO DAISY HP GenComm access to DRMO _____

3. Previously assigned DLA logon identifiers, if any. (this will be "none" for most non-DLA Generating activities)

4. Statement justifying why the access is needed.

Access is needed to commence electronic turn-in of 1348-1A and hazardous waste profile sheet information.

5. Any level of clearances for classified Federal Government information that user might have.

GenComm information is unclassified

6a. User Signature	Date	Phone
6b. User's Supervisor Signature (or other authority)	Date	Phone

Jun-00

7. Submit the request to ISSO at the following mailing address:

Defense Reutilization and Marketing Service
Federal Center, ATTENTION: DRMS-DDS Security
74 Washington Avenue North
Battle Creek, MI 49017-3092   E-mail: s9d3100@drms.dla.mil
FAX: 616-961-4115

Note: Once the login is received, DoD Generators are responsible for:

1. Review user access requests and assure the requests are relevant to meeting assigned duties.

2. Periodically review established user accesses to assure accesses are still needed.

3. Retain current user access request records, and any other records addressing user change/delete actions.